

U.S. Department of Energy Electricity Delivery and Energy Reliability Form OE-XXX	REFINERY EMERGENCY DISRUPTION AND INCIDENT REPORT	Form Approved OMB No. xxxx-xxxx Approval Expires xx/xx/xx
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NOTICE: This report is **mandatory** under Public Law 93-275. **Title 18 USC 1001 makes it a criminal offense for any person knowingly and willingly to make to any Agency or Department of the United States any false, fictitious, or fraudulent statements as to any matter within its jurisdiction.**

RESPONSE DUE: Submit the form within 1 hour of determining at least one of the conditions for filing was met, if the local time where the incident occurred is between 7:00 AM and 6:00 PM, Monday through Friday. At all other times, submit the form within 3 hours of determining at least one of the conditions for filing was met.

METHODS OF FILING RESPONSE

E-mail:

Submit your form via e-mail as an attachment to doehqeoc@hq.doe.gov.

FAX:

FAX your Form OE-XXX to the following facsimile number: (202) 586-8485. (Use if e-mail is not available.)

Telephone:

If you are unable to e-mail or fax the form, please call and report the information to the following telephone number: (202) 586-8100. (Retain a completed copy of this form for your files.)

LINE #	ORGANIZATION FILING	
1.	Organization Name	
2.	Address of Principal Business Office	
3.	Refinery Geographic Location	City State
4.	EIA Refinery ID Number	

NAME OF OFFICIAL TO CONTACT FOR FOLLOW-UP

(Protected Data)

5	Name	
6	Title	
7	Telephone Number	
8	Backup Telephone Number	
9	Fax	
10	E-mail Address	

DISRUPTION/INCIDENT DATA

11	Date/Time Disruption or Incident Began in Local Time (mm-dd-yy/hh:mm) using 24-hour clock	<div> <div> <div></div> <div>mo</div> </div> <div> <div></div> <div>dd</div> </div> <div> <div></div> <div>yy</div> </div> <div> <div></div> <div>hh</div> </div> <div> <div></div> <div>mm</div> </div> </div>
12	Is the Disruption or Incident Still Ongoing?	<div> <div> <div></div> <div>Yes</div> </div> <div> <div></div> <div>No</div> </div> </div> <div>If Yes, skip to question 14.</div>
13	Date/Time Disruption or Incident Ended (mm-dd-yy/ hh:mm) using 24-hour clock	<div> <div> <div></div> <div>mo</div> </div> <div> <div></div> <div>dd</div> </div> <div> <div></div> <div>yy</div> </div> <div> <div></div> <div>hh</div> </div> <div> <div></div> <div>mm</div> </div> </div>
14	Conditions for Filing (Check all that apply)	
<div> <div>A.</div> <div> <div></div> <div>Emergency shutdown of refinery</div> </div> </div> <div> <div>B.</div> <div> <div></div> <div>Physical or cyber attack that causes major interruptions or impacts to critical refinery facilities, systems, or operations</div> </div> </div> <div> <div>C.</div> <div> <div></div> <div>Emergency shutdown of a major unit, process, or system that may significantly reduce production of transportation fuels and/or heating oil</div> </div> </div>		
15. Type of Disruption or Incident (Check if known or suspected. Check all that apply)		
<div> <div>Accident</div> <div> <div>Fire</div> <div>Loss of Containment</div> <div>Other Accident; please specify below</div> </div> </div>		<div> <div> <div>Loss of Electric Power or Other Utility Service</div> <div></div> </div> <div> <div>Equipment Failure or Damage</div> <div></div> </div> </div>
<div> <div>Weather or Natural Disaster</div> <div></div> </div>		<div> <div> <div>Actual or Suspected Attack</div> <div>Physical</div> <div>Cyber</div> </div> <div></div> </div>
<div> <div>Cause Not Yet Determined</div> <div></div> </div>		<div> <div>Other, please specify below</div> <div></div> </div>

The timely submission of Form OE-XXX by those required to report is mandatory under Section 13(b) of the Federal Energy Administration Act of 1974 (FEAA) (Public Law 93-275), as amended. Failure to respond may result in a penalty of not more than \$2,750 per day for each civil violation, or a fine of not more than \$5,000 per day for each criminal violation. The government may bring a civil action to prohibit reporting violations, which may result in a temporary restraining order or a preliminary or permanent injunction without bond. In such civil action, the court may also issue mandatory injunctions commanding any person to comply with these reporting requirements.

A person is not required to respond to collection of information unless the form displays a valid OMB number. Items 5 through 10 on Form OE-XXX are considered protected. See the Instructions for the legal citations covering data collection authorization and provisions concerning the protection of the information submitted on the form.